



# Administrative Office of the Courts

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## Operations Division

### Amendment # 1

### Request for Proposals

**K20-0068-29**

### PeopleSoft Scanning Service

This Addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined and language deleted has been marked with a ~~strikeout~~ (ex. ~~language deleted~~)

### **1. Revise Section 1.9, Proposal Due (Closing) Date**

One original and ~~two (2)~~ four (4) copies of each proposal (Technical and Financial) must be received by the Procurement Officer **no later than 2:00 p.m. (local time) on February 19, 2020** in order to be considered.

### **2. Revise Section 3.2.2, Proposals**

Submit **an** unbound original, so identified, and ~~(3) three~~ (4) four copies of each volume. An electronic version of both the Volume I- Technical Proposal and the Volume II- Financial Proposal must also be submitted.

### **3. Revise Section 3.4.2, Technical Proposal**

Format of Technical Proposal: Enclose ~~three (4) four~~ three (4) four copies and one electronic version inside the sealed package described in Section 3.3, above and an unbound original, to be so labeled. Section 2 of this RFP provides requirements and Section 3 provides reply instructions. The paragraphs in these RFP sections are numbered for ease of reference. In addition to the instructions below, the Offeror's Technical Proposals shall be organized and numbered in the same order as this RFP. This proposal organization shall allow Judiciary officials and the Evaluation Committee to "map"

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Offeror's responses directly to RFP requirements by paragraph number. The Technical Proposal shall include the following sections in the stated order:

Issued By: Akshay Kumar

Procurement Officer

2/6/20